

Report Category	Report Name	Description	Columns	TIPS
Care Delivery	BHD Client Contacts Report	This is the report of all the clients listed contacts	Legal Guardian Guardian Type Alert Created Psychiatrist Case Manager/Care Coordinator Primary Care Provider Therapist/Psychologist Payee General Comments/Special Instructions	
Care Delivery	CARS Appointment Sheet Report_RD	List client appointments, date and time	Intake Date Access Point Access Point Ph# Entered By Referral source Chosen Program Type Chosen Provider Address Phone Appointment Date Appointment Time	Must choose client, episode, date
Care Delivery	CARS Assigned Care Coordinator Report	Printout of the Assigned Care Coordinator for each client	Referral Date Episode Number MRN Patient Name Assigned Care Coordinator/Care Manager Services Requested	Start Date/ End Date
Care Delivery	CARS Client Advisement Report		A list of patient rights and responsibilities including signatures	Must choose client and episode

Care Delivery	CARS Client Locator Report_RD	Printout of the client locator form	All questions and given answers within the CARS Client Locator Report_RD	
Care Delivery	CARS Individual Recovery Plan Report	This report is specific to the use of the IRP, which is no longer	All questions and given answers within the Individual Recovery Plan	
Care Delivery	CARS Individual Recovery Plan Report_RD	Printout report of the IRP form	All questions and given answers within the CARS Individual Recovery Plan Report_RD	Must choose client and episode
Care Delivery	CARS PPS Assessment Coming Due Report_RD	Results of the PPS Assessment Coming Due	MRN Patient Name Last Assessment Date Next Assessment Date # of Days Past Assessment	Must choose program and Days within which next assessment is due
Care Delivery	Case Notes/Service Comments Report	This report provides a list of case notes/service comments with in a given date range	Date of Service Service Code Service Start/End Time Unit Performing Provider Provider Program Service Comments	Must select client, provider program, start date, end date

Care Delivery	Coming due/Overdue report	Specific to the Rcover Plan of Care-Outpatient and BHD Crisis Plans, this reports allows users to see at a glance which of their clients are almost due for a new plan and/or are overdue for an updated plan.	Coming Due: - Name - MRN - Next Review Date - Plan End Date Over Due: - Name	Must select Coming Due/Overdue, Type of Plan, Due in Days, Program, Provider if CCS, Crisis program if Crisis Plan
Care Delivery	Crisis Plan Report_RD	Printout of OLD Crisis Plan	Results of OLD Crisis Plan	Must choose client and episode
Care Delivery	IP Discharge Summary Report	This report is a culmination of what happened within an inpatient stay. Not all info may have been filled out.	3 Questions (from where?) Advance Directives in Place, Copy on file, Interested in Info on AD? MSE Lab/Diagnostic findings H&P – History and Physical AIMS – Abnormal Involuntary Movement Scale Type of separation (separation of what, where is info) Discharge medications Continuing Care /Appointments Patient Instructions Allergies Plan for Follow-up care Discharge Diagnosis	Has numbers to call that could benefit most patients.
Care Delivery	PPS Discharge Monitoring Report	List of Missing or Overdue Discharge PPS Data by Program(s)	Patient ID Episode Number Program	Must choose program and discharge date range start and discharge date range
Care Delivery	PPS Initial Monitoring Report	List Missing or Overdue Initial PPS Data by Program(s)	Patient ID Episode Number	Admit Start date, Admit End date, RRG Value
Care Delivery	TANF Clients PPS Report	List of TANF clients who receive services	Patient ID Name Episode Number Program Admit (Date?) Discharge (Date?) AODA Date	Date

Intake & Assessment	CARS Asst Result and Placement Report_RD	Printout of the CARP	Results of the CARP	Must choose client and episode
Intake & Assessment	CARS Comprehensive Assessment Report_RD	This is a report could be a printout of the CARS Comprehensive Assessment	All questions and given answers within the CARS Comprehensive Assessment	
Intake & Assessment	CARS Confirmation of Informed Choice RD	Printout of Confirmation of Informed Choice		Must choose client and episode
Intake & Assessment	CARS Consent to Svcs + Rights Ack Rpt_RD	Printout of Consent with signature page for client		Must choose client and episode
Intake & Assessment	CARS CSP In Depth Assessment Report_RD	Printout of the CSP In Depth Assessment	Results of the CSP In Depth Assessment	Must choose client and episode
Intake & Assessment	CARS CSP Initial Assessment Report_RD	Printout of the CSP Initial Assessment	Results of the CSP Initial Assessment	Must choose client and episode
Intake & Assessment	CARS Functional Eligibility Screen RPT_R	Printout of the Functional Eligibility Screen	Results of the Functional Eligibility Screen	Must choose client and episode
Intake & Assessment	CARS Informed Consent AODA Treatment_RD	Printout of the CARS Informed Consent AODA Treatment	Results of the CARS Informed Consent AODA Treatment	Must choose client and episode

Intake & Assessment	CARS Intake Bundle Completion Monitor	List of clients where required forms have been completed	MRN Patient Name Episode Number	Start/End Date
Intake & Assessment	CARS PPS Assessment Overdue Report_RD	List of patients whose PPS assessment is over due	MRN Patient Name Last Assessment Date Next Assessment Date # of Days Past Assessment	Must select program
Intake & Assessment	CARS Referral Report_RD	Printout of the CARS Referral Form	All questions and given answers within the CARS Referral Report_RD	Must choose client and episode
Intake & Assessment	CARS RSS Assessment Report_RD	Printout of the Recovery Support Services Assessment	MRN DOB Name Assessment Date Results of the Recovery Support Services Assessment	
Intake & Assessment	CARS Social Work Assessment Report_RD	Printout of the Social Work Assessment	Results of the Social Work Assessment	Must choose client and episode
Intake & Assessment	Comprehensive Assessment Report	This is the old version of line 4		
Intake & Assessment	Informed Consent AODA Access	Printout of Informed Consent AODA Access including signature	MRN Patient Name	Must choose client, episode, date

Utilization Management	Authorized Days/Dollars/Code by Provider			Include Services on/After date, Provider (Can be left blank)
Utilization Management	CARS Authorization Lapse Alert Report_RD	List of Service Auths that have lapsed		Must select provider
Utilization Management	CARS Authorization Usage >80 Report	Authorization Usage Greater than 80% Report	MRN Name AUTH Number Effective Date Lapse Date Current Status Units AUTH Units Used	Must choose program and status
Utilization Management	CARS Authorizations Usage All Report	Includes dialogue option for provider program and if the authorizations were approved,	MRN Name AUTH Number	Must choose program and status
Utilization Management	CARS Authorizations Without Episodes Rpt	List of clients who have current approved authorizations and no corresponding episodes	MRN Name AUTH Number	Must choose Financial Class (but should this be relabeled as program?)
Utilization Management	CARS Clients on Wait List Report			Must choose Provider Program, an Assigned Care Manager, Priority

Utilization Management	CARS Discharge Summary Report_RD	Printout of the Discharge Summary	Results of the Discharge Summary	Must choose client and episode
Utilization Management	CARS Discharges by Program Report	This report contains identifying patient information, as well as the date and time the patient	Date of Discharge Time of Discharge EP#	Must choose Discharge starting date, through date, and program
Utilization Management	CARS IP Discharges for CSP and TCM Rept	List of clients who will be/ are discharged from other inpatient programs	MRN Patient Name Admission Date Episode Number Inpatient Programs Admission Date/Discharge Date	Start Date/ End Date
Utilization Management	CARS Open Episodes by Program Report (2 in LIVE)	Contains a list of open episodes by provider and program type. It also shows the last date of service, which may indicate if it is an old open episode that needs to be closed.	Name MRN Admit Date Last DOS LOS Service Code Description	Must choose program
Utilization Management	CARS Provider Capacity Report (2 in LIVE)	Describes the amount of clients at a program site and how many people the site can hold. It will	ID Provider Name Capacity	Must choose provider
Utilization Management	CARS SAR Justification Report_RD	List of clients who have current authorization justifications	MRN Patient Name	Must choose Start/End Date, Level of Care, status
Utilization Management	CARS Unlapsed Authorizations	Open Authorizations Report	MRN Patient Name AUTH #	Must select provider
Utilization Management	CARS Wait List Contact Attempts RD	Printout of the Wait List Contact Attempts form	Date Contacted Time Contacted Contacted By Result Comments	Must choose client and Start/End Date.

Utilization Management	Services By Program and Age Group	Displays the count of clients who received care within the selected date range and selected program(s). Client may be counted more than once if they	This is a table that includes, Program Client Age Group - 18-64.99, 65+, Total	Must choose service starting date, through date, program
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